



*State of Louisiana*  
DIVISION OF ADMINISTRATION

OFFICE OF STATE UNIFORM PAYROLL

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January 21, 2003

OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2003-42

TO: All ISIS HR Paid Agencies

FROM: Jena W. Cary  
Director

SUBJECT: Update on 2003 Revised Federal and Louisiana State Tax Tables

As discussed in OSUP Memorandum #2003-41, the revised Federal and Louisiana state tax tables were not in place for period 01-2003 processing. The Federal tables have since been updated in ISIS HR and the new tables will be used for period 02-2003 processing. Employees may see a small refund of federal taxes in any future pay period where a retroactive activity triggers the recalculation of the employee's period 01-2003 payroll result. No action should be taken by the agency to adjust for period 01-2003 federal taxes.

The revised Louisiana tables, however, were not received in time for processing for period 02-2003. Agencies must again advise employees that their Louisiana taxes will not reflect the new tax rates for this pay day (01/24/03). A check message will appear on the first check/earning statement in which the new Louisiana tax tables are used. Agencies will be advised in a future memo of procedures for corrective action, if necessary.

Questions should be directed to a member of the OSUP Wage and Tax Administration Unit at (225):

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